

## **COUNCIL PROCEEDINGS**

**Regular Meeting  
September 28, 2015**

**CALL TO ORDER:** By Mayor Burch on Monday, September 28, 2015 at 7:00 p.m.

**PRESENT:** Councilmembers Baker, Conway, Dyer, Johnston, Ridge, Mayor Pro-Tem Sanders, Mayor Burch, City Clerk Terpstra and City Manager Guetschow.

The invocation was offered by Mayor Burch followed by the Pledge of Allegiance.

**APPROVAL OF MINUTES FOR REGULAR MEETING OF SEPTEMBER 14, 2015:** Councilmember Baker moved, supported by Sanders to approve the minutes of September 14, 2015 as presented. Carried. 7 Yes. 0 No.

**ABSENT:** None.

**PUBLIC COMMENT:** Kelly Williams, representing United Way, announced that they started this year's campaign on September 14<sup>th</sup>. She stated that they are looking for help and ideas for pledges and donations.

**CHARLOTTE HIGH SCHOOL LIAISON:** No Report.

**APPROVAL OF AGENDA:** Mayor Pro-Tem Sanders moved, supported by Johnston to remove Item 10c from Consent Agenda and move to Item 11f under Items of Business. Carried. 7 Yes. 0 No.

### **APPROVAL OF CONSENT AGENDA:**

- a) Approve casting vote to elect Michigan Municipal League Liability & Property Pool Board of Directors for term beginning January 1, 2016
- b) Approve proposal from Moore & Bruggink, Inc. for engineering on Grit Chamber Renovation project at WWTP not to exceed \$44,900.00
- c) Approve proposal from Moore & Bruggink, Inc. for engineering on Chemical Building project at WWTP not to exceed \$64,000.00
- d) Approve Crop Walk Proclamation for Annual Crop Walk October 4, 2015
- e) Approve Proposal for Rowe PSC for three bridge inspections in the amount of \$800.00
- f) Approve Claims & Accounts in the Amount of \$246,936.83

**APPROVAL OF CONSENT AGENDA BY ROLL CALL VOTE:** Mayor Pro-Tem Sanders moved, supported by Dyer to approve the consent agenda as amended. 7 Yes. 0 No.

### **A. CONSIDER APPROVAL OF THREE PARK BOARD ADVISORY RECOMMENDATIONS – ALLOWING FAT TIRE BIKE RIDING ON TRAILS IN BENNETT PARK IN WINTER MONTHS, EAGLE SCOUT PROJECT; CONSTRUCTION OF GAGA BALL PIT AT BENNETT PARK AND INSTALLATION OF LIGHT ON TIMER AT SLEDDING HILL DONATED BY ROTARY:**

David Frost presented to councilmembers a proposed winter fat bike and cross country ski trail route at Bennett Park. He explained that

the trail would need grooming during the winter months with a snowmobile. The trail would be four to six miles long. The Eagle Scout project will be to build a gaga ball pit which will be done by his son. The Rotary would like to install a light on the sledding hill that would include a timer.

**Motion by Mayor Pro-Tem Sanders, second by Baker to approve all three Park Board Advisory recommendations to allow fat tire bike riding during the winter months in Bennett Park, an Eagle Scout project for construction of a gaga ball pit at Bennett Park and installation of light on a timer at sledding hill donated by the Rotary. Carried. 7 Yes. 0 No.**

**B. DISCUSSION ON CIVICS EDUCATION INITIATIVE:**

City Manager Guetschow explained that this initiative is planned to modify how we conduct city business in the future and to help citizens get more involved. It is expected to slow down the process and give more time for citizen input. There will be opportunities for citizens to participate through mail and email. The change in council policy will support this initiative.

**C. CONSIDER APPROVAL COUNCIL POLICY 2015-03 RE: CITIZEN COMMENTS:**

City Manager Guetschow explained Council Policy 2015-03: Re: citizen comments and explained that this will give citizens a chance for public comment via email and social media prior to the meeting.

**Motion by Councilmember Dyer, second by Ridge to adopt Council Policy 2015-03: RE: Citizen Comments as presented.**

**Motion by Councilmember Dyer, second by Ridge to amend motion to include an annual review of the policy after one year. Motion as amended Carried. 7 Yes. 0 No.**

**D. CONSIDER APPROVAL COUNCIL POLICY 2015-04 RE: ORDINANCE ADOPTION:**

City Manager Guetschow explained Council Policy 2015-04 Re: Ordinance Adoption. He stated that this would allow for a public hearing at every Ordinance adoption.

**Motion by Councilmember Conway, second by Dyer to approve Council Policy 2015-04 Re: Ordinance Adoption with an annual review after one year. Carried. 7 Yes. 0 No.**

**E. CONSIDER APPROVAL COUNCIL POLICY 2015-05 RE: ORDER OF BUSINESS:**

City Manager Guetschow explained Council Policy 2015-05 re: Order of Business. He stated this would eliminate the consent agenda and afford the public more opportunity for public input.

**Motion by Councilmember Dyer, second by Sanders to approve Council Policy 2015-05 Re: Order of Business with an annual review after one year. Carried. 7 Yes. 0 No.**

**F. CONSIDER APPROVAL COUNCIL POLICY 2015-06 RE: RESOLUTIONS:**

City Manager Guetschow explained Council Policy 2015-06 re: Resolutions. He stated that most items would be presented as resolutions as to state the facts to council as well as the public on what was being requested and approved by Council.

**Motion by Councilmember Ridge, second by Dyer to approve Council Policy 2015-06 Re: Resolutions with an annual review after one year. Carried. 7 Yes. 0 No.**

**G. DISCUSSION ON THE DISPOSITION OF OWENS-BROCKWAY JUDGMENT FUNDS:**

Discussion was held among councilmembers regarding investing the funds in an account and drawing interest. The interest could then be spent on projects each year.

Councilmember Dyer stated that he had a proposal to bring to the next meeting.

It was the consensus of councilmembers to have a resolution drafted for the next meeting on investing the funds.

**H. PROPOSAL FROM MOORE & BRUGGINK, INC. FOR ENGINEERING ON CHEMICAL BUILDING PROJECT AT WWTP NOT TO EXCEED \$64,000:**

Mayor Pro-Tem Sanders questioned what the building was for and where it is located.

City Manager Guetschow explained that it is located in the main WWTP building and that it is tanks of chemicals that are plumbed into the WWTP operation. The chemicals are causing corrosion and damaging the electrical system and some stationery equipment. They need to be isolated away from the main building.

Discussion was held on the amount of the engineering cost at \$64,000.00.

Discussion was held on different options such as coating the inside of the building or using partitions.

Discussion was held on engineering firms and how they were determined.

It was the consensus of the council to bring some different options back to the next council meeting.

**CITY ATTORNEY REPORT:** None.

**CITY MANAGER REPORT:** None.

**COUNCILMEMBER COMMITTEE REPORTS:**

- Councilmember Dyer stated he will have a Sustainability Report next meeting.
- Councilmember Ridge stated that the Charlotte Recreation Co-op has signed the lease with LDFA for the softball complex. The paperwork has to be turned in by October 2, 2015.
- Councilmember Conway stated that all three grants have been scored for the softball complex.
- City Manager Guetschow explained the background of the letter that council and staff received from ECRHS regarding equity fees.

**PUBLIC COMMENT:** None.

**MAYOR AND COUNCIL COMMENTS:**

- Councilmember Johnston thanked City Manager Guetschow for the work on the Civics Education Initiative. He announced that Thursday, October 8<sup>th</sup> there will be a book sale at the Library and they are looking for volunteers.

- Councilmember Dyer stated that he enjoyed his three day conference in Washington. He asked for support of the Eaton County United Way.
- Councilmember Ridge stated that the MML Conference that she attended September 16-18 was very enlightening. She announced that there will be a meeting at Carmel Township on September 29<sup>th</sup> at 7 PM to discuss the Parks 5 year plan. She announced the Conservation District River Clean-up will be taking place on Saturday, October 3<sup>rd</sup> from 9 am to 2 pm at Bennett Park.
- Councilmember Conway thanked Ben Phlegar and Travis Silvas for the candidate forum. He reminded voters that October 5<sup>th</sup> is the last day to register to vote in the November 3<sup>rd</sup> election.
- Councilmember Baker stated that the candidate forum was well attended and very informative. She announced the Maple Hill Cemetery Tour Saturday, October 3<sup>rd</sup> from 2 pm to 4 pm, Crop Walk, Sunday, October 4<sup>th</sup> at 2 pm and the Women's Club Home Tour is Sunday, October 4<sup>th</sup> starting at 10 am.
- Mayor Burch stated that this is homecoming week. Charlotte will be playing Marshall on Friday. She encouraged everyone to shop local and support your local merchants.

**Councilmember Conway moved, second by Dyer to adjourn at 8:38 p.m. Carried. 7 Yes. 0 No.**

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Mayor Burch

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Ginger Terpstra, City Clerk